

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On May 19, 2014 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on May 19, 2014 in the State Office Building.

Members Present: Edwin S. Greenberg, Chairman
Bennett Millstein, Vice Chairman
Bruce Josephy, Secretary
Mark A. Norman
Pasquale A. Pepe
John P. Valengavich

Staff Present: Brian A. Dillon, Director
Mary Goodhouse, Real Estate Examiner

Chairman Greenberg called the meeting to order.

Mr. Josephy moved and Mr. Norman seconded a motion to enter into Open Session. The motion passed unanimously.

OPEN SESSION

ACCEPTANCE OF MINUTES OF MAY 12, 2014. Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of May 12, 2012. The motion passed unanimously.

REAL ESTATE- UNFINISHED BUSINESS

REAL ESTATE- NEW BUSINESS

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Open Session into Executive Session. The motion passed unanimously.

EXECUTIVE SESSION

PRB # 14-130 **Transaction/Contract Type:** RE / New Lease
Origin/Client: DAS/ DMHAS

Statutory Disclosure Exemptions: 4b-23(e), 1-200(6)(D) & 1-210(b)(24)

The Board commenced its discussion of the proposed lease at 9:40 a.m. and concluded at 9:55 a.m.

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Executive Session into Open Session. The motion passed unanimously.

OPEN SESSION

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PRB # 14-131 **Transaction/Contract Type:** RE / Lease Out
Origin/Client: DAS/DAS
Lessee: Kathryn Connelly
Property: Connecticut Valley Hospital Campus, Cottage #22, Middletown
Project Purpose: Employee Housing Lease-out – DAS Housing Unit #MHCVC022
Item Purpose: Lease-out of 7-room colonial style dwelling comprising approximately 2,080- SF for a monthly tenancy under a two year lease term consistent with DAS State Employee Housing Policies

Staff reported that this item is a standard lease-out agreement of the State Employee Housing Program, whose policies and regulations were established in 2005 in order to prevent abuse or favoritism in the leasing of state-owned housing. The Program required that DAS commission market value appraisals of the housing at least once every 6 years. The market value would be discounted 30% for employees living on institutional grounds, and rent would be paid through payroll deduction. The rent reduction is intended to compensate employees for interruptions such as job-related calls, visits or emergencies that occur during off-duty hours and for the lack of a traditional neighborhood setting. The client agency must provide written justification indicating the occupant's eligibility for state housing.

Cottage #22 Bow Lane, Middletown, is a 7 room, 2080 SF Colonial style house on the campus of Connecticut Valley Hospital. When appraised in 2008, the market rent was established at \$24,000/year. Consistent with the adopted policy, the rent is reduced 30% to 16,800/year. The monthly rent is \$1,400.00. The tenant is required to carry \$500,000 of liability insurance to cover any injuries or property damage occurring on the leased premises. The tenant is an IT manager at the facility. DMHAS certified that state housing would facilitate the employee's ability to perform job duties. DMHAS completed an inspection of the premises in January 2014. Staff recommended that PRB #14-131 be approved.

ARCHITECT-ENGINEER - UNFINISHED BUSINESS

ARCHITECT-ENGINEER – NEW BUSINESS

PRB# 14-132 **Transaction/Contract Type:** AE / Task Letter
Project Number: BI-RT-868 **Origin/Client:** DCS/DOE
Contract: OC-DPW-MDE-0023
Consultant: BVH Integrated Services, P.C.
Property: Ella Grasso THS, Groton & Windham THS, Willimantic
Project Purpose: Fat Oil Grease (“FOG”) Separators Project
Item Purpose: Task Letter #6 to compensate the consultant for the evaluation and design of replacement discharge systems required for food establishment sanitary waste piping. The scope of work has been developed for the purposes of complying with DEEP permit requirements.

Staff reported that in general, this project involves the design of sanitary waste piping and appropriate tank storage systems to bring each site into compliance with the discharge of wastewater from food preparation establishments. The design consultants will be tasked with verifying existing kitchen fixtures, pressure cleaning existing FOG lines, running tests to determine underslab connections and as completing an analysis of the existing waste lines. The final design will incorporate the renovation of a

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new system in compliance with DEEP regulations including the use of a new passive grease tank, under slab grease waste piping and the separation of all existing grease conveying pipes.

In June 2010, SPRB approved BVH Integrated Services, P.C. (“BVH”) as one of six firms under the latest On-Call Multi-Discipline/General Engineering (“MDE”) Support Services consultant contracts. Since that time DCS has amended these contracts to increase the maximum fee to \$750,000 (PRB #14-002) as well as a common expiration of 7/14/2014. Task Letter #6 of the MDE contract in the amount of \$158,070 is intended to compensate BVH for the following project scope:

- Completion of the design work required for the installation of new FOG separation system in compliance with DEEP permit requirements.
- The project will include the design of a new passive grease tank, under slab grease waste piping and the separation of all existing grease generating lines
- The Ella Grasso THS Project will also incorporate the design of a new sewer ejector pump system.
- The project will be based on an estimated construction budget of \$748,000 for Ella Grasso THS and \$836,500 for Windham THS.
- The project will require survey services at both sites and a geotechnical study for Ella Grasso THS.
- Limited construction administration services based on a 70-day project construction schedule running concurrent at both schools.

Staff recommended that SPRB approve Task Letter #6 for BVH Integrated Services, P.C. to provide consulting design and construction administration services on this project.

OTHER BUSINESS

The Board took the following votes in Open Session:

PRB FILE #14-130 – Mr. Valengavich moved and Mr. Norman seconded a motion to suspend PRB File #14-130 pending receipt of additional information. The motion passed unanimously.

PRB FILE #14-131– Mr. Pepe moved and Mr. Norman seconded a motion to approve PRB File #14-131. The motion passed unanimously.

PRB FILE #14-132 – Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB File #14-132. The motion passed unanimously.

The meeting adjourned.

APPROVED: _____ **Date:** _____
Bruce Josephy, Secretary